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M E M O R A N D U M

TO: All Retirement Boards
FROM: Joseph E. Connarton
RE: E-Mail Addresses
DATE: October 22, 2001

In order to enhance PERAC's ability to communicate in a timely fashion with retirement boards, please provide us with an e-mail address at your retirement board to which PERAC can send memos, bulletins and other documents (provided they are of a reasonable file size) of a non-confidential nature.

These e-mail transmissions will only supplement the mailings you receive from PERAC via the U.S. Mail, they will not replace them. PERAC will continue to mail hard copies of all of these documents to all retirement boards.

Because of the difficulties inherent in maintaining an up-to-date and accurate listing of e-mail addresses for 106 retirement boards, please furnish us with just one e-mail address for your board. Please be sure to advise us of any changes in the e-mail address that you share with us. Kindly direct your communications about e-mail addresses to Lindsay Deaver. Ms. Deaver's e-mail address is Lindsay.M.Deaver@state.ma.us.

We will begin to use these e-mail addresses after January 1, 2002.